

DEPARTMENT OF HEALTH AND HUMAN SERVICES
PUBLIC HEALTH SERVICE
INDIAN HEALTH SERVICE

Refer to: DFM

ALBUQUERQUE AREA INDIAN HEALTH SERVICE CIRCULAR NO. 95-05

ERRATA NOTICE FOR AAIHS CIRCULAR NO. 92-1

This Errata Notice is in reference to the publication of Albuquerque Area Indian Health Service Circular No. 92-1, "Imprest Draft Payment System" dated October 29, 1991.

The following pen and ink changes should be made:

DELETE:

The DHHS policy allows payments to be rendered in amounts up to \$2500 for each draft, however, AAIHS policy limits IDPS payments in amounts up to \$750 for routine small purchases, and \$300 for emergency travel advances"., under Section 2, Introduction, page 2., paragraph 5.

REPLACE WITH:

"The Division of Fiscal Services (DFS) policy allows payments to be rendered in amounts up to \$2500 for each draft. The AAIHS shall comply with DFS policy regarding the \$2500 limitation for routine small purchases, however, it limits the amount for \$300 for emergency travel advances".

DELETE:

"All transactions previously paid through the imprest cash fund, such as, small purchases limited to \$750, may" under Section 3, Administrative Procedures, page 4, Preparation of Source Documents for Small Purchases.

REPLACE WITH:

"All transactions previously paid through the imprest cash fund, such as, small purchases limited to \$2500, may"

DELETE:

"Diner Club Card" under Section 3, Administrative Procedures, page 4, Emergency Advance of Funds for Travel and Transportation, first paragraph".

Distribution: Indian Health Service Manual Holders
Date: March 15, 1995

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REPLACE WITH:

"Government Issued Credit Card".

DELETE:

"The IO should contact the Diner Club Coordinator at (505) 766-2124 or FTS 474-2124 for updated information regarding Diners Club Card holders" under Section 3, Administrative Procedures, page 4, Emergency Advance of Funds for Travel and Transportation, second paragraph.

REPLACE WITH:

"The IO should contact the Government Issued Credit Card Coordinator, Internal Audit Branch, Albuquerque Area Office at (505) 766-3459 for updated information regarding Government Issued Credit Card holders".

Josephine T. Waconda

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